2-4 & 2-5	01/11/12	Department of General Services	
Court	Date	Records Management Division	51469-2212
WORCESTER COUN	RCESTER COUNTY	7275 Waterloo Road (Rte. 175) P.O. Box 275	Forward three (3) copies
County		Jessup, Maryland 20794-0275	to address at left.

		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
·	Landlord Tenant (rest. only 2008)	2219	secti II Item 2	2008	5		
	Retain dockets permanently			·			
	Closed in						

Closed in				
Destruction App	roved by Maryland State Archives		Destruction Certifica	tion
<u>//8/20/2</u> Date	Lefered Joseph State Archivist	Signature of Court Official	Title	Data
	State Memorist	Signature of Court Official	Title	Date

2-4 & 2-5	01/11/12	Department of General Services	
Court	Date	Records Management Division	51469-2212
WORCESTER CO	UNTY	7275 Waterloo Road (Rte. 175) P.O. Box 275	Forward three (3) copies
County		Jessup, Maryland 20794-0275	to address at left.

		Authoriz	ation				
No.	. Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Civil Records in " A " boxes 2008 - (stripped mat. only)	2219	secti II Item 2	2008	5		
	Retain dockets permanently						
	Closed in						

Closed in				
Destruction Approved by Maryland State Archives			Destruction Certificat	tion
1/18/2012 Date	Lower Company State Archivist			
Date	State Archivist	Signature of Court Official	Title	Date

DGS 550-9 (Rev. 03/2010)

2-4 & 2-5		Department of General Services	
Court	Date 1/11/12	Records Management Division	51469-2212
WORCESTER C	OUNTY	7275 Waterloo Road (Rte. 175) P.O. Box 275	Forward three (3) copie
County		Jessup, Maryland 20794-0275	to address at left.

		Authorization					
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Civil Records (satisfied) 2008	2219	secti II	2008	11		
			Item 2				
	Retain dockets permanently				·		
	Closed in						

Closed in	1							
Destruction Ap	pproved by Maryland State Archives				Dest	ruction Cer	tification	
<u> </u>	Ifwell grenfun State Archivist	Signature	of Court (Official		Title		Date
DCC 550 0 /D		Signature	or court	31110141		Title		Date

DGS 550-9 (Rev. 03/2010)

2-4 & 2-5		Department of General Services	
Court	Date 1/11/12	Records Management Division	51469-2212
WORCESTER COUNTY		7275 Waterloo Road (Rte. 175) P.O. Box 275	Forward three (3) copies
County		Jessup, Maryland 20794-0275	to address at left.

		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	All Accounting- Daily Cashier Report- Deferred Reports- up to 2008	2219	secti V Item 1c	2008	3		
	·						
				-			
	Closed in						

Destruction Ap	proved by Maryland State Archives		Destruction Certification	on
1/18/2012 Date	Les State Archivist	Signature of Court Official	Title	Date

2-4 & 2-5		Department of General Services	
Court	Date 1/11/12	Records Management Division	51469-2212
WORCESTER CO	DUNTY	7275 Waterloo Road (Rte. 175) P.O. Box 275	Forward three (3) copies
County		Jessup, Maryland 20794-0275	to address at left.

		Authoriz	zation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Expungement - up to 2008 (expunged case files)		Sect IV Item 2d		10		
	Closed in						· 5.

Closed in			
Destruction Approved by Maryland State Archives		Destruction Cert	tification
V18/2012 Ifered Jacobs Date State Archivist	Signature of Court Official	Title	Date
DOS *** 0 (D	<i>5</i>	11110	Date

DGS 550-9 (Rev. 03/2010)

2-4 & 2-5		Department of General Services	
Court	Date 1/11/12	Records Management Division 7275 Waterloo Road (Rte. 175)	51469-2212
WORCESTER C	OUNTY	P.O. Box 275	Forward three (3) copies
County		Jessup, Maryland 20794-0275	to address at left.

	-	Authoriz	zation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Motor Vehicle Related paper for "2008" (TRAFFIC)	2219	Sect IV Items 2a.b.c.		20		
	Closed in			·			. •

Closed in	n						, _{**}
Destruction A	pproved by Maryland State Archives			Destru	iction Cer	tification	
1/18/2012	I formal a grenfun						
Date	State Archivist	Signature of Cou	urt Official		Title		Date

2-4 & 2-5		Department of General Services	
Court	Date 1/11/12	Records Management Division 7275 Waterloo Road (Rte. 175)	51469-2212
WORCESTER C	OUNTY	P.O. Box 275	Forward three (3) copies
County		Jessup, Maryland 20794-0275	to address at left.

		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Records for 2008	2219	Sect IV Items 2a.b.c.	2008	80		
					•		
	-						
	Closed in						

Closed in			***
Destruction Approved by Maryland State Archives		Destruction Certifica	tion
1/18/2012 Effectivist State Archivist	Signature of Court Official	Title	Date